STANDARD OPERATING PROCEDURE			
Biosafety			
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1. Policy

1.1. The Flow Cytometry and Cell Sorting Facility, hereafter called "FCCSF," has an IBC 2021051 to cover BL2 agents in MREB II 3226.

2. Purpose

2.1. To outline the procedures that must be followed while working in FCCSF BL2 laboratory space located in MREB II 3226 according to the approved IBC.

3. Responsibilities

3.1. This SOP applies to all FCCSF approved users performing procedures in FCCF BL2 space or running any of the equipment available in FCCSF. Users are responsible for following Biosafety procedures specific to FCCSF.

4. Procedure

4.1. Working with BL2 agents in FCCSF

4.1.1. Addition of our space MREB II 3226 to IBC document

4.1.1.1. If users would like to work with unfixed BL2 agents in FCCSF the first step is to add our space to their IBC. Once the approval is obtained, we must get a copy of the letter before work can start.

4.1.1.2. Agent specific information is then added to our agent binder in FCCSF, and approved disinfectants are kept in MREB II 3226 in case of a spill.

4.1.2. PPE and waste disposal

4.1.2.1. All work with BL2 agents should be performed by users wearing a laboratory coat, gloves, and eye protection.

4.1.2.2. All BL2 waste including gloves should be pasted in closed biohazardous waste containers.

4.2. Biological Spill Response

4.2.1.1. The spill protocol information is also posted beside both sinks in FCCSF.

4.2.1.2. If BL2 material spills on your laboratory coat remove contaminated coat and wash any exposed skin.

4.2.1.3. If BL2 material gets into your eye flush at the eye wash station for 1 minute.

4.2.1.4. For small spills cover the spill with paper towels and soak with agent appropriate disinfectant for the appropriate contact time.

4.2.1.5. For large spills don appropriate PPE found in the spill kit and use absorbent material found within the spill kit to cover spill and pour agent specific disinfectant over and allow to soak for appropriate contact time.

4.2.1.6. Contact FCCSF Manager/Director to see if any other action is necessary.

4.2.1.7. Spills will be reported to the TAMU biosafety office 979-862-4549.

4.2.1.8. All disinfected material can either be autoclaved and disposed of or disposed of properly if autoclaving is not possible.

4.3. Sorting BL2 Samples

4.3.1. Loading Tyto Cartridges with BL2 agents

4.3.1.1. Loading of BL2 unfixed samples into Tyto cartridges must be performed in the BSC. After loading the cartridge should be wiped with an agent appropriate disinfectant before it can put inserted into the Cell Sorter.

4.3.1.2. Once the sort is finished the sorted cells may be moved into an appropriate container in the BSC to be transported back to the PIs laboratory space in an appropriate secondary container.

4.3.2. Loading Samples onto Aria

4.3.2.1. All samples should be in closed tube until they are within the bio-bubble at which point they can be opened and loaded. User gloves should be changed after loading.

5. References

5.1. https://www.cdc.gov/labs/pdf/SF__19_308133-A_BMBL6_00-BOOK-WEB-final-3.pdf

6. Date established and subsequent reviews

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0.0	11/01/2024	Initial Release	EVS and RM